

Inv. 0046

4ESS TASK ORDER PROGRESS REPORT

TO NUMBER:	TO # 0003	REGION:	8
TO TITLE:	Libby Asbestos NPL Site	REPORT PERIOD	August 25, 2013 to September 28, 2013
EPA TO MANAGER:	Sharon Abendschan	FIRM:	Toeroek Associates, Inc.
EPA TOPO:	Scott Wilder	TECHNICALLY COMPLETE:	50%
TOEROEK TO MANAGER:	Kevin Geraci		

1. PROGRESS MADE THIS REPORT PERIOD

- Toeroek paid the monthly storage fees for the Libby/W.R. Grace boxes to Iron Mountain.
- Toeroek continued work on drafting a memorandum documenting the location of the Libby files.
- Prepared the monthly progress report and financial report.
- Performed management, administrative, and financial activities.

2. DELIVERABLES

Deliverables	Due Date	Date Delivered	Date Approved
Monthly Progress Report and Financial Report	September 20, 2013	September 20, 2013	September 23, 2013
Staffing Plan	November 2, 2010	November 2, 2010	November 8, 2010
Staffing Plan for Amend. D	May 20, 2013	May 14, 2013	May 30, 2013

3. OUTSTANDING ISSUES/RESOLUTION

None.

4. PLANNED ACTIVITIES

- Pay monthly fee for storage of W.R. Grace boxes.
- Prepare memorandum that summarizes the collection, handling, processing, and disposition of the documents submitted by W.R. Grace as part of its 104(e) response.
- Respond to EPA's requests.

5. FINANCIAL STATUS

See attached financial summary and backup for details.

6. QUALITY ASSURANCE (QA) ACTIVITIES

All activities were performed in accordance with Toeroek's approved Quality Assurance Program Plan dated January 1999.